

COMPLIANCE ADVISORY PANEL

Meeting Minutes

February 12, 2015

Via WebEx hosted by Ohio EPA/OCAPP, Central Office, Columbus

CAP members	Present: Kara Allison, Jeff Morris Absent: Laurie Stevenson, James Pilcher, Steve Bowser
Others present:	Rick Carleski, Mike Kelley, Terrie TerMeer, Ohio EPA/OCAPP; Chad Smith, Todd Nein, Ombudsman/OAQDA

Roll call: Rick opened the meeting at 10:04 a.m. followed by introductions and roll call.

Welcome and announcements: Kara welcomed all attendees as voluntary CAP Chair until Governor Kasich appoints her replacement.

Update on CAP activities: CAP members confirmed they received Outlook appointments for the 2015 quarterly meetings on February 12, May 14, August 13, and November 12. There is no update on appointments for the three vacant seats. Rick displayed the CAP web page and noted the meeting schedule, meeting minutes, and fact sheet have all been updated.

Ombudsman update: Chad reported the Ohio Air Quality Development Authority completed its rulemaking process and is conducting outreach to raise awareness of their new financing options. The program will now cover \$30,000 of principal or 30 percent of project costs, whichever is less. OAQDA has contacted the Ohio Bankers Association, Ohio Chamber of Commerce, Ohio Manufacturer's Association, NFIB and others. Mike offered to include an article in the next OCAPP newsletter and monthly e-updates. Rick offered to forward an e-mail list of body shops and suppliers amassed during the Region 5 Autobody Environmental Results Project from several years ago for OAQDA to consider as a possible target audience.

OCAPP updates: Rick Carleski was promoted into a newly-created manager position and Dan Sowry promoted to fill Rick's position of primarily supervising the seven district compliance assistance staff. Dan's vacant position in Central District Office will be filled. Two webinars were conducted, recorded and archived: November 19, 2014 Recycling & Litter Prevention Grant Program, and January 21, 2015 Pollution Prevention (P2) - The Basics. OCAPP revised, printed, and distributed its annual environmental compliance calendar for dry cleaners and a revised fact sheet for gas stations.

Mike reported OCAPP finished reviewing the twelve E3 Silver Award applications and is preparing final recommendations to Director Butler. Director Butler is scheduling visits to past Silver Award winners for additional publicity. In addition, the Silver and Gold level award applications are being revised to clarify and streamline the required data. Terrie explained OCAPP received and will evaluate 91 applications for the four types of grants available under the Recycling and Litter Prevention Grant Program this grant cycle.

Rick and Mike displayed and talked through an abbreviated version of OCAPP's 3-year Strategic Management Plan that showed Director Butler's priority items under topics such as outreach, publication development, internal process improvement, Agency integration, program marketing, external partnerships, and recognition programs. Terrie explained how conducting an updated waste characterization study, which analyzes landfill wastes, can identify opportunities for increasing recycling and related market development throughout the state. Kara felt it was a good summary of OCAPP's scope and liked Director Butler's priorities.

Agenda & Next Meeting: The next meeting is scheduled for **10 a.m. – noon on Thursday, May 14, 2015 via WebEx, hosted by Ohio EPA/OCAPP.** Agenda to include:

- News on CAP appointments
- Discussion of OCAPP Strategic Management Plan
- OCAPP and OAQDA activity updates
- National SBEAP/SBO Conference in Raleigh, NC June 24-26

Adjournment: The meeting adjourned at 11:18 a.m.

Respectfully submitted,

Rick Carleski, OCAPP Manager/CAP Secretariat